



PROBATION AND PAROLE BUREAU STANDARD OPERATING PROCEDURES

Procedure No.: P&P 150-4	Subject: TREATMENT FUNDS FOR OFFENDERS
Chapter 150: COMMUNITY CORRECTIONAL PROGRAM	Page 1 of 2
Signature: /s/ Mary Fay	Revision Date: 10/08/01; 06/17/02
	Effective Date: 06/01/00

I. BUREAU DIRECTIVE: The Probation and Parole Bureau will establish procedures for requesting treatment funds for probation and parole offenders.

II. AUTHORITY:

53-1-203, M.C.A. *Powers and Duties of Department of Corrections*

III. DEFINITIONS:

Treatment funds means resources provided via general funds monies for offenders for the purpose of rehabilitation.

IV. PROCEDURES:

Financial assistance is available for offenders who are in need of Mental Health, Chemical Dependency, Sex Offender treatment or evaluations, but are unable to participate due to a lack of financial resources. The treatment funds will be distributed to each region according to the number of offenders in that region.

The offender's supervising Probation and Parole Officer shall make all requests for funds. Requests shall be directed to the Regional Administrator.

To be eligible for these funds the offender must be under direct supervision of the Probation and Parole Bureau, and all avenues of funding must be explored prior to requesting funds.

Use of these funds include, but are not limited to:

- A. Anger Management
- B. MRT
- C. CD Evaluations; and CD Counseling
- D. Psychological Evaluations
- E. Psycho-Sexual evaluations or sexual offender treatment

PROCEDURE

1. Treatment money is requested from Regional Administrator.
2. Written requests will include:
 - A. Name of Offender
 - B. Type of service requested
 - C. Duration of treatment and cost of service
 - D. Name of Vendor
 - E. Reason for financial request

See attached 150-4 (A) *Request for Treatment Funds*. This may be done via. E-mail.

RESPONSIBILITY

P&P Officer

P&P Officer

RESPONSIBILITY:

Procedure No.: P&P 150-4	Chapter: Community Correctional Program	Page 2 of 2
Subject: TREATMENT FUNDS FOR OFFENDERS		

PROCEDURE:

3. The approved vendor(s) will be instructed submit their bill(s) to the Regional Administrator or designee for processing/payment. Expenditures will be tracked at a regional level. P&P Officer

V. CLOSING: Questions concerning this procedure shall be directed to the Regional Administrator.

Forms

150-4 (A) Request for Treatment Funds